MC0258

HOSPITAL EQUIPMENT NOTE

MORTUARY & POST-MORTEM ROOM

20

MINISTRY OF HEALTH : SCOTTISH HOME AND HEALTH DEPARTMENT
LONDON : HER MAJESTY'S STATIONERY OFFICE
SEPTEMBER 1963

PRICE 2s. 6d. NET

Mortuary and Post-Mortem Room

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I. Scope

This Equipment Note gives guidance on the basic equipment requirements for a Mortuary and Post-Mortem Room. It is intended to be read in conjunction with Hospital Building Note No. 20 which relates to the design and planning of mortuaries with post-mortem facilities at district general hospitals.

II. General Considerations on the Use of Equipment Notes

Equipment Note No. 1 (Equipping a hospital building) provides an introduction to the series of departmental Equipment Notes, advice on their application and guidance on the task of preparing equipment schedules for individual building projects. This departmental Equipment Note is intended to be used within the general planning framework set out in Equipment Note No. 1 and in the manner described therein.

The following method of classifying equipment, which is explained in more detail in Hospital Equipment Note No. 1, is used throughout this Note:

> The term "equipment" covers all items necessary for the functioning of the hospital and includes both non-technical (e.g. furniture) and technical equipment. Short-term consumable supplies such as fuel, stationery, food, drugs and dressings are not included.

Equipment is classified into three groups:

Group I—items usually supplied and fixed by the contractor for the works.

Group II—items having a permanent or semi-permanent location and having a significant effect on space and/or structural requirements:

(*a*) those supplied by the hospital authority and fixed by the contractor for the works;

(*b*) those supplied by the hospital authority and put in position by them or on their instructions outside the general construction contract.

Group III—smaller items, usually storage items, supplied and put in position by the hospital authority.

III. Special Considerations in Respect of this Note

The equipment detailed in this Note is regarded as suitable for the department described in Building Note No. 20 and has been listed in room (or space) sequence conforming to the Building Note. The lists are drawn up in such a way that they are applicable to departments of varying designs, within the context of the Building Note, and serving hospitals of between 300 and 800 beds as described in the Building Note recommendations. Thus, whereas for many of the rooms the equipment will be standard whatever the size of the department, for other rooms the requirements are listed in columns according to the size of the hospital served.

Some fixed items of equipment (Group I) have already been mentioned (and costed) in the Building Note, but it has been thought useful to include them again in the Equipment Note, which represents the results of a comprehensive review of the requirements. Reference should, however, be made to the Building Note—Part V, Engineering Services—for further information on the mechanical services and electrical installation. Structural elements, floor coverings, non-specialised heating and lighting fittings and similar items which are basic to any building are not included in the Equipment Note; neither are window blinds and window curtain tracks since the requirements may vary with local circumstances.

Throughout the schedule, for the sake of uniformity, references to towel dispensers are associated with disposal bins for paper towels. Suitable adjustments will need to be made where linen towels are to be used.

IV. Cost

Guidance on the cost of equipping a hospital mortuary and post-mortem room to the standard shown in this schedule is given against the list of equipment for each room. Departmental cost summaries are shown in the Appendix to the Note. In using these cost figures, the considerations referred to in Section IV of Equipment Note No. 1 should be borne in mind.

The cost figures in this schedule and in the Appendix are related only to Group II and Group III equipment. As a matter of convenience, Group I items of a specialised nature are listed in each room schedule, but these have already been taken into account in the cost allowance for construction (including engineering), in the appropriate cost in Appendix E to Hospital Building Note No. 2.

V. List of Rooms, etc.

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VI. Schedule of Equipment

A. Basic Accommodation

(*a*) COVERED ACCESS

Equipment: Nil.

(*b*) BODY STORE

The requirements are based on the size of the body store, which in turn is related to the bed complement of the hospital—see Building Note No. 20.

	Number of beds in hospital						*Notes*
	300	400	500	600	700	800	
Basic List							
Group I:							
Refrigerated body storage cabinet complete with fixed framing and loose trays: Capacity (places)	12	18	21	24	30	33	Additionally, special facilities may be required for stillbirths.
Hose point	1	1	1	1	1	1	For washing down.
Clock, electric	1	1	1	1	1	1	
Socket outlet, hoseproof	2	2	2	2	2	2	One at each end.
Group IIb:							
Receptacle, soiled linen	1	1	2	2	2	2	
Body weighing apparatus	1	1	1	1	1	1	
Group III:							
Hose	14 ft.	16 ft.	18 ft.	20 ft.	22 ft.	24 ft.	Depending on planning.
Cost Guide (excluding Group I)	£26	£26	£31	£31	£31	£31	

(*c*) TROLLEY BAY

	Number of beds in hospital						*Notes*
	300	400	500	600	700	800	
Basic List							
Group IIb:							
Trolley, elevating, mechanically operated	1	1	1	1	1	1	
Trolley, collecting, concealed type ..	1	1	1	1	2	2	
Cost Guide	£90	£90	£90	£90	£130	£130	

(*d*) COMPRESSOR AND SWITCH ROOM

	Quantity	*Notes*
Basic List		
Group I: Refrigerating plant with suitable drainage trays		
Main electrical intake and switchboard ..		
Socket outlet	1	
Cost Guide (excluding Group I)	—	

(*e*) PATHOLOGIST'S CHANGING ROOM

The equipment listed below is regarded as basic for one room. The provision will need to be doubled in larger hospitals or in hospitals where both male and female pathologists are employed.

		Quantity	*Notes*
Basic List			
Group I:	Hook, clothes	4	
	Mirror	1	
Group IIb:	Locker, clothes	2	For personal clothes.
	Locker, clothes	1	For post-mortem room gowns, aprons and boots.
	Table, trestle	1	
	Chair, upright, small	2	
Group III:	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£28	

(*f*) ANTE-ROOM

		Quantity	*Notes*
Basic List			
Group I:	Hook, clothes	4	
Group IIb:	Receptacle, soiled linen	2	Or holder, paper sack.
	Cost Guide (excluding Group I)	£5	

(*g*) PATHOLOGIST'S LAVATORY

The following is basic for one lavatory. The provision will need to be doubled in the circumstances mentioned under (*e*) Pathologist's changing room above.

		Quantity	*Notes*
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Hook, clothes	2	
	Basin, lavatory	1	
	Mirror	1	
	Shelf	1	
	Dispenser, soap	1	
	Tap, drinking water	1	
	Holder, tumbler	1	
	Rail, towel	1	
Group IIa:	Dispenser, towel	1	
Group IIb:	Bin, pedal operated	1	If required.
	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Tumbler	1	
Shower area			
Group I:	Shower fitment	1	Shoulder height.
	Shelf	1	
	Hook, clothes	2	
	Fitment, curtain	As required	Depending on planning.
Group III:	Curtaining, shower	As required	Depending on planning.
	Cost Guide (excluding Group I)	£6	

(*h*) ATTENDANT'S ROOM

		Quantity	Notes
Basic List			
Group I:	Hook, clothes	2	
	Socket outlet, single	1	
	Writing top	1	
	Storage, cupboard, small	1	
	Telephone	1	
Group IIb:	Chair, upright, arm	1	
Group III:	Desk set	1	E.g. pen stand, blotting pad, according to individual requirements.
	Bin, waste paper	1	
	Cost Guide (excluding Group I)	£4	

(*i*) ATTENDANT'S CHANGING ROOM AND LAVATORY

		Quantity	Notes
Basic List			
Group I:	W.C. suite	1	
	Toilet paper fitting	1	
	Hook, clothes	2	
	Basin, lavatory	1	
	Mirror	1	
	Shelf	1	
	Dispenser, soap	1	
	Tap, drinking water	1	
	Holder, tumbler	1	
Group IIa:	Dispenser, towel	1	
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Tumbler	1	
Changing area			
Group I:	Storage, cupboard	1	With separate provision for personal clothes and protective clothing.
	Hook, clothes	2	
Group IIb:	Receptacle, soiled linen	1	
Shower area			
Group I:	Shower fitment	1	Shoulder height.
	Shelf	1	
	Hook, clothes	1	
	Fitment, curtain	As required	Depending on planning.
Group III:	Curtaining, shower	As required	Depending on planning.
	Cost Guide (excluding Group I)	£9	

(*j*) POST-MORTEM ROOM

The requirements are based on the size of the post-mortem room, which in turn is related to the bed complement of the hospital—see Building Note No. 20.

	Number of beds in hospital						*Notes*
	300	400	500	600	700	800	
Basic List							
Group I:							
Post-mortem table, fitted with individual water hoses	1	2	2	2	3	3	The hoses to be supplied with temperature controlled water from a thermostatically controlled mixing valve adjacent.
Main dissecting worktop	1	1	1	1	1	1	
Gas point	1	1	1	1	1	1	If mains supply is readily available; otherwise methylated spirit burner or electric bunsen burner will be required.
Sink, large, with elbow operated hot and cold taps, adjacent to worktop	2	2	2	2	2	2	One for clean, one for dirty work.
Flushing sluice	1	1	1	1	1	1	
Basin, lavatory, with elbow operated taps	1	1	1	1	1	1	
Mirror	1	1	1	1	1	1	Above lavatory basin.
Dispenser, soap	1	1	1	1	1	1	
Storage, recess, shelf or cupboard ..	1	1	1	1	1	1	For formalin, saline and other solutions.
Storage, cupboard, lockable	1	1	1	1	1	1	Capable of holding at least six specimen jars.
Writing top or wall board	1	1	1	1	1	1	For notes.
Illuminator, X-ray film, 14 in. by 17 in., wall-mounted	1	1	1	1	2	2	
Hose point	1	1	1	1	1	1	
Clock, electric	1	1	1	1	1	1	
Telephone	1	1	1	1	1	1	A loudspeaking type is desirable.
Socket outlet, hoseproof	5	7	7	7	9	9	Two for each post-mortem table, for use with electric saw and portable suction apparatus, one for illuminator X-ray, and two for general purposes.
Group IIa:							
Dispenser, towel	1	1	1	1	1	1	
Group IIb:							
Bin, disposal, for paper towels ..	1	1	1	1	1	1	
Bin, soiled dressing	1	2	2	2	3	3	
Deodorizing equipment, portable ..	1	1	1	1	1	1	If desired.
Suction machine, electric	1	1	1	1	1	1	
Board or platform, dissecting	1	2	2	2	3	3	
Stool, surgeon's, metal	1	2	2	2	3	3	B.S. 3622.
Group III:							
Scales, diet type	1	1	1	1	1	1	
Scales, semi self-indicating, bench pattern	1	1	1	1	1	1	10 Kg. capacity 200 gm. scale in 1 gm. divisions.
Bucket	1	2	2	2	4	4	
Skull rest, wooden	1	2	2	2	3	3	
Bunsen burner	1	1	1	1	1	1	See note against gas point above.
Bowl, stainless steel	3	6	6	6	12	12	
Cost Guide (excluding Group I)	£131	£161	£161	£161	£195	£195	

(*k*) SLUICE ROOM

		Quantity	Notes
Basic List			
Group I:	Sink, belfast	1	For washing bowls and instruments and their cleansing in disinfectant.
	Slab, fireclay	1	
	Shelf	1	For specimen jars
	Rail, drying	2	For hanging waterproof aprons
	Storage, cupboard	1	For storage of cleaning materials and utensils.
	Racks, pegs, or hooks for cleaning implements	As required	
	Sterilizer, instrument, small	1	
Group IIa:	Dispenser, towel	1	Or roller towel if preferred.
Group IIb:	Stand, soiled linen collection	1	
	Bin, disposal, for paper towels	1	
Group III:	Cleaning utensils	As required	For post-mortem room and body store. See cleaners' room for other areas.
	Cost Guide (excluding Group I)	£8	

(*l*) VIEWING ROOM

The furnishings should be in keeping with the function of the room.

		Quantity	Notes
Basic List			
Group I:	Subdued lighting and fittings	As required	In addition to normal lighting.
	Wall bracket	2	If required. For flowers.
	Fitment, wall curtain	—	If required.
Group IIb:	Trolley, mortuary	1	
	Table, altar	1	
	Stool, kneeling	2	
	Chair	2	
Group III:	Candlesticks .. .. pair	1	
	Cross	1	
	Curtains, wall	—	If required.
	Pall or drape	1	
	Runner, altar	1	
	Vases for fitments	As required	
	Vase, altar	2	
	Cost Guide (excluding Group I)	£150	

(*m*) VISITORS' ENTRANCE

The following equipment will be needed in the lavatory adjacent to the entrance lobby.

		Quantity	Notes
Basic List			
Group I:	Drinking water point	1	
	W.C. suite	1	
	Toilet paper fitting	1	
	Hook, clothes	2	
	Basin, lavatory	1	
	Mirror	1	
	Shelf	1	
	Dispenser, soap	1	
	Holder, tumbler	1	
Group IIa:	Dispenser, towel	1	
Group IIb:	Bin, disposal, for paper towels	1	
Group III:	Brush, lavatory, and holder	1	
	Tumbler	1	
	Cost Guide (excluding Group I)	£2	

(*n*) VISITORS' WAITING ROOM

The requirements are based on the size of the waiting room, which in turn is related to the bed complement of the hospital—see Building Note No. 20. This room should be pleasantly furnished as a sitting space.

	Number of beds in hospital						*Notes*
	300	400	500	600	700	800	
Basic List							
Group I:							
Board, notice	1	1	1	1	1	1	
Group IIb:							
Chair, semi-easy	6	6	6	8	8	8	
Table, occasional	1	1	1	2	2	2	
Stand, hat, coat and umbrella ..	1	1	1	2	2	2	
Group III:							
Bin, waste paper	1	1	1	2	2	2	
Ashtray	1	1	1	2	2	2	
Vases, pictures, etc.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Cost Guide (excluding Group I)	£47	£47	£47	£68	£68	£68	

(*o*) ISOLATION SECTION

(i) *Body store*

		Quantity	*Notes*
Basic List			
Group I:	Refrigerated body storage cabinet complete with framing and loose trays. Capacity (places)	3	
	Hose point	1	For washing down.
	Socket outlet, hoseproof	2	One at each end.
	Clock, electric	1	
Group IIb:	Receptacle, soiled linen	1	
Group III:	Hose	10 ft.	Depending on planning.
	Cost Guide (excluding Group I)	£6	

(ii) *Bier room*

		Quantity	*Notes*
Basic List			
Group I:	Subdued lighting and fittings	—	In addition to normal lighting.
Group IIb:	Trolley, mortuary	1	
	Table, altar	1	
Group III:	Candlesticks .. .. pairs	1	
	Cross	1	
	Vase, altar	1	
	Runner, altar	1	
	Cost Guide (excluding Group I)	£75	

(iii) *Viewing cubicle*

		Quantity	*Notes*
Basic List			
Group I:	Fitment, viewing curtain	1	
Group IIb:	Chair	1	
Group III:	Curtain, viewing	As required	
	Cost Guide (excluding Group I)	£4	

(*p*) STORES

(i) *Clean stock*

		No. of beds in hospital		Notes
		Up to 600	*Over* 600	
Basic List				
Group I:	Shelving	15 ft.	15 ft.	1 ft. 4 in. deep.
Group III:	Apron, post mortem	8	12	B.S. 2507
	Gown, post mortem	12	18	
	Gloves, rubber .. .. .. pairs	12	18	B.S. 1884
	Boots, rubber .. .. .. pairs	3	6	
	Towel, hand	24	36	
	Towel, bath	12	18	
	Cost Guide (excluding Group I)	£34	£53	

(ii) *Instruments and equipment*

The instruments and equipment listed below are considered to be the basic requirements for two post-mortem tables. If more (or less) tables are provided the requirements may need to be varied. Some variation may also be necessary to meet local preferences.

		Quantity	Notes
Basic List			
Group I:	Storage, cupboard, instrument, glass fronted	1	
	Storage, cupboard	As required	For equipment.
	Shelving	As required	For unused specimen jars, chemical solutions. At height to allow trolleys under.
	Socket outlet, single	1	For use of portable X-ray machine.
Group IIb:	Spotlight, portable, trolley mounted ..	1	
	Trolley, dressing	2	B.S. 3236.
Group III:	Brush, shaving	1	
	Calipers .. .. pairs	1	
	Catheter	4	
	Chisel, spine wrench	1	
	Chisel, straight	1	
	Chisel, with cross handle	1	
	Elevator, for dura mater	1	
	Forceps, dressing	3	
	Forceps, dissecting	3	
	Knife, bistoury	2	
	Knife, brain	2	
	Knife, cartilage	3	
	Knife, amputation	1	
	Knife, post-mortem	4	
	Laminectomy instruments, various ..	As required	
	Mallet	1	
	Needles, post-mortem .. .. packet	1	
	Probe	6	
	Rack for test tubes	1	
	Rule, plastic or stainless steel	1	
	Razor, safety	1	
	Saw, electric reciprocating	1	
	Saw, post-mortem	1	
	Specimen jars	12	
	Scalpel	6	B.S. 2820; B.S. 2982
	Scissors, bowel .. .. .. pairs	2	
	Scissors, dissecting, sharp pointed pairs	4	
	Scissors, blood vessel .. .. pairs	2	
	Shears, rib	1	
	Syringe	3	
	Test tube	12	B.S. 3218
	Tray, 2 in. deep	4	
	Cost Guide (excluding Group I)	£204	
Additional List			
Group IIa:	Saw, band	1	
	Cost Guide (additional list)	£100	

(*p*) STORES (continued)

(iii) *Linen*

		No. of beds in hospital		*Notes*
		Up to 600	*Over* 600	
Basic List				
Group I:	Shelving	15 ft.	15 ft.	
Group III:	Shroud	As reqd.	As reqd.	
	Drape or pall	1	1	Spares for those in viewing room.
	Runner, altar	1	1	
	Curtains, wall	1	1	
	Curtains, viewing	1	1	Spare for viewing cubicle.
	Towel	30	45	For general mortuary use. Staff linen shown under (i) Clean stock.
	Sheet	30	45	
	Bag, soiled linen	12	18	Or disposable equivalent.
	Cost Guide (excluding Group I)	£97	£120	

(*q*) CLEANERS' ROOM

		Quantity	*Notes*
Basic List			
Group I:	Bucket sink	1	
	Drainer	1	At working height for washing of cloths, etc.
	Racks, pegs or hooks for implements ..	As required	
	Storage, cupboard	1	
Group III:	Cleaning utensils	As required	
	Cost Guide (excluding Group I)	£5	

DEPARTMENTAL ITEMS

	Number of beds in hospital						*Notes*
	300	400	500	600	700	800	
Basic List							
Group I:							
Directional signs/door labelling ..	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Group IIa:							
First aid fire-fighting equipment (e.g. hose reels, extinguishers, buckets, etc.)	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	See British Standards Codes of Practice and Ministry of Health Memorandum on Hospital Fire Precautions.
Group IIb:							
Carpet or rug	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	In viewing room and visitors' waiting room.
Mat, door	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Group III:							
Window curtains	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	As reqd.	
Cost Guide (excluding Group I)	£85	£85	£85	£90	£95	£95	

B. Additional Accommodation

(*a*) PATHOLOGIST'S OFFICE

		Quantity	Notes
Basic List			
Group I:	Telephone	1	
	Socket outlet, twin	1	
	Hook, clothes	2	
Group IIb:	Desk	1	
	Chair, desk	1	
	Chair, semi-easy	1	
	Chair, upright, small	2	
	Cabinet, filing	1	
	Bookcase, or shelf	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, trays, etc., according to individual requirements.
	Cost Guide (excluding Group I)	£69	
Additional List			
Group III:	Recorder, tape	1	For recording reports.
	Cost Guide (additional list)	£60	

(*b*) ADDITIONAL BODY STORAGE

		Quantity	Notes
Basic List			
Group I:	Refrigerated body storage cabinet complete with framing and loose trays	As required	Normally in multiples of six body chambers in two sets of three tiers.
	Clock, electric	1	If required.
	Hose point	1	If required.
	Cost Guide (excluding Group I)	£—	

(*c*) ADDITIONAL POST-MORTEM TABLES

		Quantity	Notes
Basic List			
Group I:	Post-mortem table, fitted with individual water hoses	As required	In larger hospitals where more post-mortem tables may be necessary. The hoses to be supplied with temperature controlled water from a thermostatically controlled mixing valve adjacent.
	Socket outlet, hoseproof	2 per table	
Group IIb:	Bin, soiled dressing	1	For each table in excess of three.
Group III:	Bucket	1	For each table in excess of three.
	Board or platform, dissecting	1	For each table in excess of three.
	Skull rest	1	For each table in excess of three.
	Cost Guide (excluding Group I)	£14	

(*d*) SPECIMEN ROOM

		Quantity	Notes
Basic List			
Group I:	Benching, skirting high	As required	Optional. For formalin tanks.
	Shelving	20 ft.	This should be of impervious material.
Group IIb:	Chair, upright, small	1	If required.
	Table, small	1	If required.
Group III:	Bin, waste paper	1	
	Jars or containers of various sizes	As required	For organs and tissues for further study, and kept in the mortuary temporarily.
	Cost Guide (excluding Group I)	£12	

B. Additional Accommodation

(*e*) UNDERTAKERS' VESTIBULE

		Quantity	Notes
Basic List			
Group I:	Hook, clothes	2	
	Writing top	1	
Group IIb:	Trestles or table	1	
	Chair, upright, small	1	
Group III:	Bin, waste paper	1	
	Desk set	1	E.g. pen stand, blotting pad, according to individual requirements.
	Cost Guide (excluding Group I)	£11	

(*f*) RELATIVES' VIEWING CUBICLE

Equipment: Nil.

(*g*) MEDICAL OBSERVATION ROOM

		Quantity	Notes
Basic List			
Group IIb:	Chair, upright, small, or bench seating ..	4	Seating for clinical staff, suitably placed to allow observation and discussion (through speaking vents in glass screen) between this room and post-mortem room.
Group III:	Bin, waste paper	1	
	Cost Guide	£10	

DEPARTMENTAL COST SUMMARY

(To be read in conjunction with the explanatory notes in Section IV of this Equipment Note and Section IV of Hospital Equipment Note No. 1)

The room cost guide figures for basic equipment (Groups II and III), applied to standard schedules of basic accommodation for departments of various sizes, suggest departmental equipment cost totals of the following order:

Number of beds in hospital					
300	400	500	600	700	800
£980	£1,045	£1,050	£1,075	£1,270	£1,270

In these totals no account is taken of the following:

(*a*) Equipment required for basic accommodation, additional to the basic list, some guidance on which is given under the appropriate rooms;

(*b*) Equipment required in "additional accommodation", cost guides for which are shown on the appropriate pages as for basic accommodation.

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